



MICHIGAN DEPARTMENT OF STATE  
BUREAU OF ELECTIONS

ITEMIZED IN-KIND EXPENDITURES  
SCHEDULE 3B-2

POLITICAL PARTY COMMITTEE

1. Committee I. D. Number \_\_\_\_\_

2 Committee Name \_\_\_\_\_

3. Name and Address of person or committee to whom goods or services were donated or loaned, or for whom goods or services were purchased	4. Type of In-Kind Expenditure (Check applicable box or boxes) 5. Date of Expenditure 6. Name & Address of Vendor from whom goods or services were purchased	7. Amount of Money Spent (Purchased Goods or Services)	8. Fair Market Value (Loan Endorsement or Guarantee, Loan or Donation of Goods or service)	9. Cumulative for Election or Election Cycle (Through date in Item 5)
Expenditure #1 Name & Address:      Name of Candidate _____  Office Sought & District # or Jurisdiction _____  County _____  Ballot Proposal _____	4.    Loan endorsement or guarantee Goods Donated or Loaned Services Donated Goods or Services Purchased Goods or Services Purchased - <b>LOAN</b>  Description _____ 5. <b>DATE OF EXPENDITURE:</b> _____ 6. <b>VENDOR NAME &amp; ADDRESS:</b>	\$ _____	\$ _____	\$ _____
Expenditure #2 Name & Address:      Name of Candidate _____  Office Sought & District # or Jurisdiction _____  County _____  Ballot Proposal _____	4.    Loan endorsement or guarantee Goods Donated or Loaned Services Donated Goods or Services Purchased Goods or Services Purchased - <b>LOAN</b>  Description _____ 5. <b>DATE OF EXPENDITURE:</b> _____ 6. <b>VENDOR NAME &amp; ADDRESS:</b>	\$ _____	\$ _____	\$ _____
Expenditure #3 Name & Address:      Name of Candidate _____  Office Sought & District # or Jurisdiction _____  County _____  Ballot Proposal _____	4.    Loan endorsement or guarantee Goods Donated or Loaned Services Donated Goods or Services Purchased Goods or Services Purchased - <b>LOAN</b>  Description _____ 5. <b>DATE OF EXPENDITURE:</b> _____ 6. <b>VENDOR NAME &amp; ADDRESS:</b>	\$ _____	\$ _____	\$ _____

Page Subtotal)

Grand Total of all Schedules 3B-2  
(Complete on last page of Schedule

## **INSTRUCTIONS FOR COMPLETING SCHEDULE 3B-2, ITEMIZED IN-KIND EXPENDITURES**

### **Item 3: NAME AND ADDRESS OF PERSON OR COMMITTEE TO WHOM GOODS OR SERVICES WERE DONATED OR LOANED, OR FOR WHOM GOODS OR SERVICES WERE PURCHASED.**

If the goods or services were purchased for or donated or loaned to a Candidate Committee, enter the name and address of the committee, the candidate's name, office sought (including the district number or jurisdiction), and the candidate's county of residence. If the goods or services were purchased for, donated or loaned to a Ballot Question Committee, enter the name and address of the committee and provide a brief description of the ballot proposal involved.

**Item 4: TYPE OF IN-KIND EXPENDITURE.** Indicate the type of in-kind expenditure by checking the appropriate box. Describe the goods or services in the space provided. Loan endorsement or guarantee – if the Political Party Committee guaranteed the repayment of a loan a Candidate or Ballot Question Committee obtained from a financial institution. Goods donated or loaned – if the Political Party Committee permitted a Candidate or Ballot Question Committee to use some materials, supplies, facilities or other non-monetary assets owned by the Political Party on a temporary or permanent basis. Services donated – if the Political Party Committee provided services to a Candidate or Ballot Question Committee at no cost or at a discount. Goods or services purchased – if the Political Party Committee purchased goods or services for a Candidate or Ballot Question Committee.

**Item 5: DATE OF EXPENDITURE.** Enter the date the funds were spent or the goods or services were made available to the recipient committee.

**Item 6: VENDOR NAME AND ADDRESS.** If the goods or services were purchased by the Political Party Committee on behalf of the recipient committee, enter the name and address of the vendor (business or person) who was actually paid for the goods or services. If goods or services were provided, donated or loaned, but no money was spent, leave this item blank.

**Item 7: AMOUNT OF MONEY SPENT.** Enter the amount paid if goods or services were purchased. If no money was spent, leave this item blank.

**Item 8: FAIR MARKET VALUE.** Enter the amount of the loan endorsed or guaranteed, or the fair market value of the goods or services donated or loaned to a committee. You may use the price the recipient committee would have had to pay to rent or purchase the goods or services directly. The depreciated value of capital assets may be used if the fair market value cannot be determined in any other way.

**Item 9: CUMULATIVE FOR ELECTION OR ELECTION CYCLE.** Enter the cumulative expenditures for the election cycle for each listed Candidate Committee. Enter the cumulative expenditures for the election for each listed Ballot Question Committee. Add the value of in-kind expenditures to or for the recipient committee to direct expenditures during the election (Ballot Question Committee) or election cycle (Candidate Committee) through the expenditure reported here. Cumulative expenditures are accumulated in date order.